



**PLANNING COMMISSION MEETING**  
**Thursday, February 19, 2026, 7:30 PM**  
CITY HALL  
301 SYCAMORE STREET, BROOKVILLE, OHIO 45309  
[www.brookvilleohio.com](http://www.brookvilleohio.com)

**Agenda**

- I. Opening**
  - a. Call to Order
  - b. Pledge of Allegiance
  - c. Roll Call
- II. Adoption of Agenda**
- III. Approval of Minutes**
  - a. Approval of November 20, 2025 Regular Meeting Minutes
- IV. Special Use Application - 46 Jefferson Street**
- V. Reports**
  - a. Law Director
- VI. Old Business**
- VII. New Business**
  - a. Final Recommendation - Comprehensive Land Use Plan Update
- VIII. Adjournment**

Chairperson Ryan Henderson • Mayor Chuck Letner  
Members: • Ken Claggett • Tony Ezerski • Dennis Piper • Curt Schreier • Jason Thomas

Brookville Planning Commission  
Regular Meeting  
November 20, 2025

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on November 20, 2025. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Letner, Members Claggett and Schreier; Manager Kuntz, Law Director Stephan and Clerk Duncan were present. Members Ezerski and Wright were absent.

Roll call by Clerk Duncan.

Motion by Claggett, second by Schreier to adopt the Agenda as presented. All yeas, motion carried.

Motion by Claggett, second by Schreier to approve the minutes of the August 21, 2025 Planning Commission Meeting as presented. All yeas, motion carried.

Law Director Stephan reported Brookville Enterprises, Inc. dba Brookhaven has filed an application for subdivision record plan approval. The subdivision record plan will establish a 22.797-acre lot which will be the location of the Brookhaven Expansion Project. A site plan for the first phase of this expansion project is also submitted to Planning Commission for approval. The site plan provides for the construction of a private street into this 22.797-acre lot and provides for the construction of one and two-family structures in this first phase of the project. The site plan is in compliance with the requirements of the R-3 zoning on this property. City staff has recommended that a traffic impact study be conducted to review the intersection of Brookville-Salem Road and One Country Lane and make recommendations for any improvements that may be needed as a result of this expansion project. It is recommended that Planning Commission approve this plan subject to completion of the Traffic Impact Study and compliance with the recommendations of the Traffic Impact Study. Law Director Stephan advised Jeff Puthoff, of Choice One Engineering and Ken Prunier, Brookhaven Board Member are present to answer any questions.

Discussion followed.

Motion by Claggett, second by Letner to approve the Brookhaven Expansion Phase 1 Record Plan as presented. All yeas, motion carried.

Motion by Claggett, second by Schreier to approve the Brookhaven Expansion Phase 1 Site Plan as presented, subject to the completion of the traffic impact study and compliance with its recommendations. All yeas, motion carried.

Law Director Stephan announced Envision Group is here to present the Draft Comprehensive Land Use Plan Update.

Manager Kuntz thanked everyone from the community who participated in the Comprehensive Land Use Plan Update, including citizens and business stakeholders, who helped shape this plan to show smart, sustainable growth while maintaining our rural, small-town charm.

Emil Liszniansky, of Envision Group LLC presented the Draft Comprehensive Land Use Plan Update. The goal of the plan was to aim for balanced growth with input from various stakeholders, reflecting community feedback throughout the process. Highlights of the presentation showed that the older parts of town feature smaller lot sizes, typically under .17 acres and new residential lots on the outskirts of town are larger, affecting community character and density. National trends show a shift towards smaller lots due to affordability and changing preferences among younger generations. Housing values in Brookville are rising, enhancing the tax base rather than being a burden. The plan includes conservation development areas, which aim to balance growth with preserving natural spaces and managing density effectively. Mr. Liszniansky emphasized that community input during the plan process has shaped growth strategies, emphasizing the importance of public engagement in planning processes.

Discussion followed. Member Schreier commented the median income of Brookville residents is inconsistent in several places in the report and requested clarification. Member Schreier also requested Envision clarify lot size ranges for new development.

Motion by Schreier, second by Claggett to send the draft plan to City Council for formal adoption after evaluation of suggested small edits. All yeas, motion carried.

Motion by Schreier, second by Claggett to adjourn. All yeas, motion carried.

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Kimberly Duncan, Clerk

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Ryan Henderson, Chairperson

**MEMORANDUM:**

**DATE: FEBRUARY 13, 2026**

**TO: CITY OF BROOKVILLE PLANNING COMMISSION**

**FROM: RODNEY L. STEPHAN, LAW DIRECTOR**

**RE: SPECIAL USE APPLICATION-46 JEFFERSON ST.**

Landon Shelpman of Shelpman Holdings, LP has filed a special use application for the property at 46 Jefferson St. A copy of the application is attached to this memorandum. The County Auditor Map for the property is also attached, as well as pictures of the property from the County Auditor website.

The property is located in a General Business zoning district. The General Business District zoning regulations are set forth in Chapter 1137. Under 1137.02(b)(13), a mixed use development with residential and business uses in same structure can be approved by Planning Commission as a special use.

The current existing use in this building is a mixed use with an upstairs single-family residence and a downstairs warehouse use.

The proposed special use would permit the upstairs residential area to be divided into two residential units, and the downstairs business area to be divided into two units. The result will be to continue the existing mixed use but increase the number of residential units and business units in the building from one residential unit to two residential units, and from one business unit to two business units in the building.

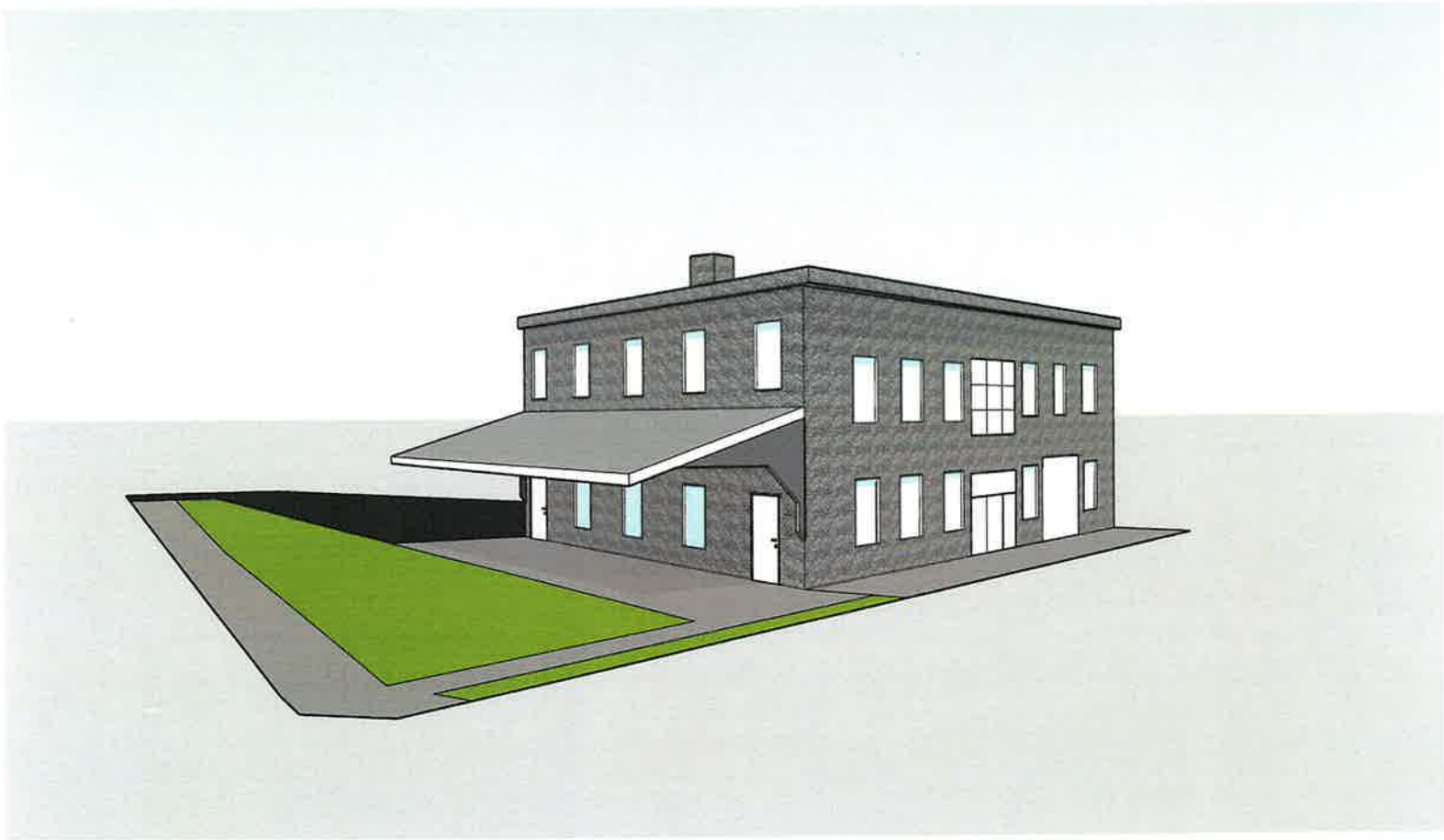


## ZONING APPLICATION FOR A SPECIAL USE PERMIT

The undersigned hereby applies for a Special Use Permit to be issued solely on the basis of information contained herein and with the knowledge that the falsification of any fact or statement submitted with, or within, this application shall render this application null and void. (PERMIT SHALL EXPIRE IF IT HAS NOT BEGUN WITHIN SIX (6) MONTHS, OR IF DISCONTINUED FOR MORE THAN TWO (2) YEARS.)

1. Applicant Shelpman Holdings LP (Landon Shelpman) Phone # (937)561-4128
2. Applicant address 2977 Meadowgate Drive Springfield Ohio 45502
3. E-mail landonshelpman@gmail.com Interest in property Owner (Feb. 13th, 2026)
4. Location or address of property to be affected 46 Jefferson St. Brookville, Ohio 45309
5. Legal description 320 I C- Commercial Garages
  
6. Present Zoning classification GB- General Business Existing Single Family & Auto Parts
7. Proposed Special Use 1137.02(b)(13) Mixed Use Development- Residential and Business  
2,703 Sq. Ft.- Commercial Retail & Warehouse | 2,544 Sq. Ft.- Residential Duplex
8. In order for a Special Use Permit to be processed the applicant must provide a narrative statement evaluating the effect of elements such as noise, flare, odor, fumes and vibrations on adjoining property; and discussion of the general compatibility with adjacent and other properties in the district; and the relationship of the proposed use to the Zoning District Map.  
The applicant proposes to convert an existing building with an upstairs single-family residence  
  
and downstairs warehouse into an upstairs residential duplex and downstairs commercial retail with  
  
The proposed mixed-use redevelopment is compatible with surrounding properties and maintains a scale  
  
and intensity consistent with nearby residential and commercial uses. The proposed use will not generate excessive noise, fumes,  
  
or vibration. The project is consistent with the intent of the zoning district and surrounding areas.  
  
The applicant will keep the exterior appearance intact, only altering a space for the planned glass atrium entrance.









**CO-5 00-103- 0006 2018-11-22**



C05 00103 0006 11/02/2012

**MEMORANDUM:**

**DATE: FEBRUARY 12, 2026**

**TO: CITY OF BROOKVILLE PLANNING COMMISSION**

**FROM: RODNEY L. STEPHAN, LAW DIRECTOR**

**RE: COMPREHENSIVE LAND USE PLAN**

The Comprehensive Land Use Plan is now before Planning Commission for its final recommendation on the plan. A public hearing was held on January 20, 2026. A presentation of the plan was made by Emil Lisznianski of Envision Group at the public hearing. There were no other public comments at the public hearing. Under 4.11 of the Charter of the City of Brookville, the Planning Commission shall make its final recommendation on the Comprehensive Land Use Plan to City Council, and then City Council shall proceed with the second and third reading of Ordinance 2025-16 to adopt the Comprehensive Land Use Plan. The Comprehensive Land Use Plan is available on the City of Brookville website for review by Planning Commission prior to making this final recommendation.